CRANSTON SCHOOL COMMITTEE MEETING

MAY 21, 2012

WESTERN HILLS MIDDLE SCHOOL – 400 PHENIX AVENUE EXECUTIVE SESSION 6:00 P.M.

IMMEDIATELY FOLLOWED BY PUBLIC SESSION

AGENDA

- 1. Call to Order 6:00 p.m. Convene to Executive Session pursuant to RI State Laws PL 42-46-5(a)(1) Personnel (Administrator Contracts); PL 42-46-5(a)(2) Collective Bargaining and Litigation; (Contract Negotiations' Update Secretaries), (Maintenance of Effort),(Consideration of legal options regarding status of aid to education appropriation and legal advice relating to same).
- 2. Executive Session
- 3. Call to Order Public Session
- 4. Roll Call Quorum
- 5. Executive Session minutes sealed May 21, 2012.
- 6. Approve the minutes of the April 11 and April 23, 2012 meetings.
- 7. Public Acknowledgements/Communications
- 8. Chairperson's Communications
- 9. Superintendent's Communications
- 10. School Committee Member Communications
- 11. Public Hearing
- a. Students (agenda/non-agenda matters)
- b. Members of the Public (agenda matters only)
- 12. Consent Calendar/Consent Agenda

RESOLUTIONS

SPONSORED BY MR. LOMBARDI

Unified Basketball and Volleyball Teams

NO. 12-5-2- WHEREAS, this program gives students with disabilities an opportunity to play as a member of the Interscholastic League in a high school sport, side by side with their school partners and peers and,

WHEREAS, many of these students would have not have had the opportunity to participate in Interscholastic League sports and,

WHEREAS, athletes and partners form friendships and are able to wear their school colors and earn Varsity Letters,

Be it RESOLVED that every member of the Unified Basketball and Unified Volleyball Teams and the Head Coach Matthew Reis and Assistant Coach Kim Dugan receive a copy of this resolution commending them on their team spirit.

Unified Volleyball Cranston West - Fall 2011

Sandra Abdelmessih Kelsey Beauvais Lisa Early

Yvette Goudiaby Jessica Hernandez Stephen Ide

Alexander Lucier Jeremy Nardella Jennifer Tavaras

Renee Thomas Michael Vespia

Unified Basketball Cranston West – Spring 2012

Kelsey Beauvais Chris Bonniol Carlos S. Cruz

Nicholas DeMarco Stephen Ide Jordan Krupa

Joshua Linden-Canning Alexander Lucier Jeremy Nardella

Trevor Taylor Renee Thomas

SPONSORED BY THE ADMINISTRATION

NO. 12-5-3 – WHEREAS, Deborah Svitil, a School/Nurse teacher for Cranston Public Schools, has been awarded the high honor of being the Rhode Island's Certified School Nurse -Teacher of the Year for the Year 2012, and

WHEREAS, this award and recognition clearly identifies Mrs. Svitil as an educator who believes in this mission, and for the time, talent and dedication in which she has devoted to the students of Cranston Public Schools,

Be it RESOLVED, that Deborah Svitil be congratulated by the Cranston School Committee for her outstanding accomplishments in earning this prestigious award from the Rhode Island Certified School Nurse – Teachers, Inc.

Be it further RESOLVED, that Mrs. Svitil be presented with a copy of this Resolution signed by the members of the Cranston School Committee

SPONSORED BY THE ADMINISTRATION

NO. 12-5-4- WHEREAS, the Rhode Island Association/Rhode Island Hospitality Education Foundation has named Martha Sylvestre as the Rhode Island recipient of the 2012 ProStart Education Excellence Award, and

WHEREAS, an award ceremony was held in Chicago Illinois to honor Martha Sylvestre for exemplary leadership and for the exemplary contributions she had made to the profession, and

WHEREAS, Ms. Sylvestre will be attending the Culinary Educators Training Conference held each year that not only salutes the winners but also provides a forum for honorees to share best practices and expertise, and

WHEREAS, this award recognizes outstanding school leaders who have succeeded in providing high-quality learning opportunities for students, and

Be it RESOLVED, that Ms. Sylvestre be recognized by the Cranston School Committee and the Administration for her outstanding accomplishments in earning this prestigious award from the Rhode Island Association/Rhode Island Hospitality Education Foundation Be it further RESOLVED that Ms. Sylvestre receive a copy of this resolution signed by the members of the Cranston School Committee.

ADMINISTRATION – PERSONNEL

NO. 12-5-5- RESOLVED, that at the recommendation of the Superintendent, said certified administrator be appointed as follows:

Thomas Barbieri, Principal

Cranston High School West

Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-6- RESOLVED, that at the recommendation of the Superintendent, said certified administrator be appointed as follows (revised):

Kristin Ward, ELL District Administrator

Horton Building

Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-7- RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Beth Ann Basile, Principal
William Dutemple Elementary School
Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-8- RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Norma Cole, Principal Stone Hill School

Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-9- RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Joseph Rotz, Principal

Park View Middle School

Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-10- RESOLVED, that at the recommendation of the

Superintendent, said certified administrator be renewed as follows:

Michele Simpson, Director

Early Childhood Center

Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-11- RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Cheryl Coogan, Executive Director of Pupil Personnel Services

Administration

Contract Effective Date: July 1, 2012

See Attached Financial Impact Analysis

NO. 12-5-12- RESOLVED, that at the recommendation of the Superintendent, the

following certified personnel be appointed as substitutes on a temporary basis as needed:

Jacqueline Rinn, Early Childhood PK-2

Elizabeth Medeiros, Elementary

Jacqueline Morin, Health & Physical Education, K-12

Rebecca Graham, Secondary English

Elise Fontes, Health & Physical Education, PK-12

Kerry Holden, Secondary Math

Marlene Luciano, Secondary Business Adrianna Sammartino, Elementary

NO. 12-5-13- RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be accepted:

Doreen Brinson, Teacher
Chester Barrows Elementary School

Effective Date: June 30, 2012

Natalie Urban, Teacher
Cranston High School West
Effective Date: June 30, 2012

Thomas Kelly, Teacher
Cranston High School West
Effective Date: June 30, 2012

Steven Knowlton, Principal Cranston High School West Effective Date: June 30, 2012

Carolyn Lepore, Special Education Administrator Horton

Effective Date: June 30, 2012

NO. 12-5-14- RESOLVED, that at the recommendation of the Superintendent, the

resignation(s) of the following certified personnel be accepted:

Michael Waterman, Teacher

Hugh B. Bain Middle School

Effective Date: June 30, 2012

NO. 12-5-15- RESOLVED, that at the recommendation of the Superintendent, the resignation of the following coach(es) be accepted:

Dina Cesana, Assistant Coach Field Hockey

Cranston High School East

Effective Date: April 24, 2012

Mathew Claeson, Head Coach Wrestling

Cranston High School West

Effective Date: April 24, 2012

James Williamson, Head Coach Boys' Soccer

Cranston High School West

Effective Date: May 1, 2012

Michael Waterman, Assistant Coach Boys' Soccer

Cranston High School West

Effective Date: May 1, 2012

James Royal, Assistant Wrestling Coach

Cranston High School West

Effective Date: May 10, 2012

NO. 12-5-16- RESOLVED, that at the recommendation of the Superintendent, the following non-certified employee(s) be appointed:

Coleen Sivo, Teacher Assistant

Cranston High School East

Effective Date: April 23, 2012

Authorization: Replacement

Fiscal Note: 11346020 51110

Robert Larocque, Bus Driver (Probationary)

Transportation

Effective Date: April 23, 2012

Authorization: Replacement

Fiscal Note: 12645190 51110

James Marianetti, Bus Driver (Probationary)

Transportation

Effective Date: April 23, 2012

Authorization: Replacement

Fiscal Note: 12645190 51110

Michael J. Manzo, Custodian

Plant Operations

Effective Date: May 22, 2012

Authorization: Replacement

Fiscal Note: 13047050 51110

NO. 12-5-17- RESOLVED, that at the recommendation of the Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:

Karen Drager, Secretary

NO. 12-5-18- RESOLVED, that at the recommendation of the Superintendent, the retirement(s) of the following non-certified personnel be accepted:

Linda Lombardo, Teacher Assistant

Edward S. Rhodes Elementary School

Effective Date: June 30, 2012

Rosemary Napolillo, Secretary

Edward S. Rhodes Elementary School

Effective Date: June 30, 2012

Patricia Ferns, Secretary

Early Childhood Center

Effective Date: June 29, 2012

Roseann Maciel, Bus Aide

Transportation

Effective Date: June 30, 2012

Richard Bevilacqua, Custodian

Plant Operations

Effective Date: June 30, 2012

BUSINESS

Purchases and Purchased Services

NO. 12-5-19- RESOLVED, that the following purchases be approved: Physical Education Uniforms for the Middle Schools in the amount of \$3.29 for shirts and \$5.19 for shorts. Uniforms are paid for by the students.

Number of bids issued 8

Number of bids received 4

NO. 12-5-20- RESOLVED, that the following purchases be approved:

Math Manipulatives in the total amount of \$7,378.76. Purchase contingent upon the availability of funds in the 2012-2013 budget

Number of bids issued 6

Number of bids received 4

NO. 12-5-21- RESOLVED, that the following purchases be approved:
Kindergarten supplies in the total amount of \$3,746.34. Purchase contingent upon the availability of funds in the 2012-2013 budget
Number of bids issued 6
Number of bids received 4

NO. 12-5-22- RESOLVED, that the following purchases be approved:

Music supplies in the total amount of \$3,965.80. Purchase contingent
upon the availability of funds in the 2012-2013 budget

Number of bids issued 11

Number of bids received 7

NO. 12-5-23- RESOLVED, that the following purchases be approved:
Art supplies in the total amount of \$27,840.31. Purchase contingent upon the availability of funds in the 2012-2013 budget
Number of bids issued 15
Number of bids received 12

NO. 12-5-24- RESOLVED, that the following purchases be approved:

Tech Ed supplies in the total amount of \$15,151.33. Purchase contingent upon the availability of funds in the 2012-2013 budget Number of bids issued 11

Number of bids received 9

NO. 12-5-25- RESOLVED, that the following purchases be approved:

Gas Burner and Gas/Oil Burner Combination in the combined amount of \$7,960. (Funding from energy rebates provided by National Grid)
Number of bids issued 4
Number of bids received 1

NO. 12-5-26- RESOLVED, that the following purchases be approved:
Two Gas Boilers in the combined amount of \$26,200. (Funding from energy rebates provided by National Grid)
Number of bids issued 4
Number of bids received 1

NO. 12-5-27- RESOLVED, that the following purchases be approved: Physical Exams to Bus Drivers be awarded to Cranston Medical at the following rates:

YEAR EXAM TB TEST 2012-13 \$40 \$10 2013-14 \$38 \$10 2014-15 \$35 \$10

Number of bids issued 5
Number of bids received 4

NO. 12-5-28- RESOLVED, that the following purchases be approved: Custodial Uniforms for 2012-2015 in the total amount of \$10,524.18

Number of bids issued 8

Number of bids received 4

NO. 12-5-29- RESOLVED, that the following purchases be approved: Plastic Liners for 2012-2013 in the total amount of \$23,623 and for 2013-2014 in the amount of \$25,757.

Number of bids issued 10

Number of bids received 7

NO. 12-5-30- RESOLVED, that the following purchases be approved: Custodial Chemicals for 2012-2013 in the total amount of \$88,775 and for 2013-2014 in the amount of \$90,617.50.

Number of bids issued 18

Number of bids received 8

NO. 12-5-31- RESOLVED, that the following contract be approved The contract for Food Service Management to Sodexo be renewed for the second of 4 years as approved by the School Committee resolution 10-7-24 pursuant to the terms and conditions of the RFP and bid documents commencing for the period beginning July 1, 2012 and continuing until June 30, 2013.

NO. 12-5-32- RESOLVED, that at the recommendation of the Superintendent that we accept from Mr. Alan Shawn Feinstein a gift award to Park View Middle School subject to the terms and conditions of the agreement which will include but are not limited to:

- Signage located in front of the school
- A \$50,000 donation to build a new library media center with the quote "dedicated to the Feinstein Jr. Scholars" place above the

entrance of the library media center

The Foundation also agrees to a gift award of \$10,000 each year, for at least the next ten years, to be used for the school's extracurricular activities and programs as further set forth in the agreement.

POLICY AND PROGRAMS

POLICIES

- NO. 12-5-33- RESOLVED, that at the recommendation of the Superintendent, the policy for Special Education Advisory Committee By-Laws; Policy Number 1223 as amended, be approved for second reading (see policy attached).
- NO. 12-5-34- RESOLVED, that at the recommendation of the Superintendent, the policy for Safe School Act, Statewide Bullying Policy; Cranston Public Schools' Policy Number 5141.33 be approved for first reading (see policy attached).
- NO. 12-5-35- RESOLVED, that at the recommendation of the Superintendent, the policy for Technology Acceptable Use; Policy Number 6161.2, as amended, be approved for first reading (see policy attached).
- 13. Action Calendar/Action Agenda
- 14. New Business
- 15. Public Hearing on Non-agenda Items
- 16. Announcement of Future Meeting June 12, June 18, June 25 and June 28, 2012.
- 17. Adjournment

School Committee members who are unable to attend this meeting

are asked to notify the Chairperson in advance.

Interested persons and the public at large, upon advance notice, will be given a fair opportunity to be heard at said meeting on the items

proposed on the Agenda.

Individuals requesting interpreter services for the hearing impaired must notify the Superintendent's Office at 270-8170 72 hours in

advance of hearing date.

Any changes in the agenda pursuant to RIGL 42-46-6(e) will be posted on the school district's website at www.cpsed.net, Cranston Public Schools' administration building, 845 Park Ave., Cranston, RI; and Cranston City Hall, 869 Park Ave., Cranston, RI and will be electronically filed with the Secretary of State at least forty-eight hours (48) in advance of the meeting.

Notice posted: May 17, 2012

POLICY #1223

BY-LAWS OF THE CRANSTON, RHODE ISLAND

SPECIAL EDUCATION ADVISORY COMMITTEE

ARTICLE I: NAME

The name of this committee shall be the Cranston Special Education Advisory Committee (SEAC). SEAC is a recognized member of SEAN (Special Education Advisory Network)

ARTICLE II: FUNCTIONS AND RESPONSIBILITIES

The Local Advisory Committee shall:

1. Advise the Cranston School District on matters concerning the

unmet needs of students with disabilities

- 2. Comment on improvement plans including school support plans resulting from Part B compliance reports, local compliance with state and federal laws pertaining to the education of students with disabilities
- 3. Comment on applications for federal and state funds
- 4. Serve as advocates in partnership with parents for students with disabilities to ensure that they receive the entitlements provided to them under state and federal laws.

ARTICLE III: OPERATING PROCEDURES

- The committee will run as a pro-active collaborative partnership between Cranston parents, students, educators and administrators.
- The committee will promote mutual respect and trust and assist parents in looking at the "big" picture.
- The advisory committee shall meet a minimum of 4 (four) times annually. Additional meetings shall be scheduled when necessary.
- Official minutes shall be kept of all committee meetings and be available for public review, once approved at Cranston Public School website- Special Education Link.
- All committee meetings and agendas shall be publicly announced prior to any meeting via the SEAC e-mail contact list, and as so distributed by those contacts.
- All meetings shall be open to the public.
- · Availability of child care will be announced with presentation of

agenda.

- The committee shall hold its regular meetings at a central location convenient to all members and accessible to persons with disabilities.
- The length of full committee meetings shall not exceed 2 ½ hours unless approved by a two-thirds vote of membership present.
- Members must be notified of all regular and special meetings. Any change in the established date, time, or location must be given special notice.
- Interpreters and other necessary services may be provided at meetings for members or participants when requested in advance.
- The advisory committee shall serve without compensation, but may be reimbursed for reasonable and necessary expenses for attending meetings and performing duties.
- All participants of the Cranston Special Education Advisory Committee shall be provided with a copy of the by-laws, and the by-laws will be available at each meeting.
- A formal member of the advisory committee is defined as a member who (a) meets the membership criteria and (b) participates in committee meetings or activities. In the event that a formal member does not participate in some manner, it will be the responsibility of the officers to contact the formal member to determine his/her interest in serving on SEAC.
- An attendee is an individual who attends meetings but has not become a formal member either by choice or because they do not meet the membership criteria.

- Provided a quorum is in attendance, formal members will make all advisory committee decisions upon a vote. *see voting rights
- The rules of parliamentary practice as described in Robert's Rules of Order shall govern the proceedings of this committee, provided that they do not conflict with the intent of the by-laws or any state, federal laws/regulations, and/or any school department policy and/or procedures.
- The committee shall submit such reports as are required by the School Committee, Commissioner of Education, Board of Regents, or United States Dept. of Education. Minority reports may be submitted by one person or a group of people.
- In order to comment publicly on rules, regulations, and special education issues, members shall either volunteer or be appointed by the Chairperson and the Assistant Chairperson to state, local, and other subcommittees.
- The Chairperson and Assistant Chairperson may establish such subcommittees as they deem necessary or desirable to carry out the duties and responsibilities of the committee and shall appoint a chairperson to each subcommittee. The majority of subcommittee members shall be parents.
- Correspondence sent to SEAC electronically will be deleted after a period of 90 days.
- Correspondence sent in physically will be recorded electronically, then the physical item will be disposed.

A. OFFICERS:

The officers of the Cranston Special Education Advisory Committee shall be:

- Chairperson
- Assistant Chairperson
- Past-Chairperson(s)
- Secretary
- The Assistant Chairperson shall assume the Chairperson's role in the absence of the Chairperson.

B. ELECTION AND TERM OF OFFICE:

- Length of term is two years, beginning in September
- Limit is 2 consecutive terms in same role unless a petition to extend the term is approved by the committee.
- The Chairperson shall not be a member of the administration of the Cranston School Department or member appointed by the Superintendent, Cranston Teacher's Alliance, or the School Committee.
- Elections shall be held in May.

C. REMOVAL:

• Any officer of the committee may be removed by a two-thirds vote of all members sitting on the committee, whenever in the judgment of the committee; the best interests of the committee would be served by this decision.

D. VACANCY:

• A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall be filled by the committee from a volunteer among existing membership for the unexpired portion of the term.

E. DUTIES AND RESPONSIBILITES:

- Chairperson
- o Preside at all committee meetings
- o Will sign all letters, reports, and other communications of the committee
- o Respond and forward e-mails sent into committee
- o Maintain the Contact list upon the e-mail account
- o Send agenda/minutes out prior to meetings
- o Generally responsible for directing and coordinating affairs of the committee.
- Assistant Chairperson
- o Take over chairperson roles in the event chairperson, not in position, or absent
- o Assist Chairperson as needed to maintain goals of SEAC.
- Secretary
- o Take the minutes and attendance of all meetings
- o Post approved minutes on website per current defined process.
- o Prepare other necessary communications as directed by the Chairperson.
- Past Chairperson
- o Chairperson of the nominating committee

o Nominating committee is responsible to present the names of persons nominated to the committee in April.

ARTICLE IV: APPOINTMENT OF MEMBERS

• The School Committee shall appoint an Advisory Committee on Special Education.

MEMBERSHIP

The Advisory Committee must be composed of individuals involved in or concerned with the education of children with disabilities.

- 1. Parents of students with disabilities shall compose a majority of the committee membership, and at least fifty percent (50%) of this majority shall be selected by the parents of students with disabilities;
- 2. An individual with a disability;
- 3. A special education teacher;
- 4. A general education teacher;
- 5. A public school administrator; and
- 6. Other members of the community at the discretion of the Cranston Special Education Advisory Committee and the Cranston School Committee.
- 7. Membership shall be composed of twenty-nine (29) individuals involved in or concerned with the education of children with disabilities.
- 8. The Cranston Special Education Advisory Committee may expand the committee to include additional persons in the preceding groups

and representatives of other groups.

A. APPOINTMENT OF MEMBERS:

- The Superintendent shall select the administrators.
- Cranston Teacher's Alliance shall select the teachers.
- School Committee shall select its representative.
- Parents will be selected by parents of children with disabilities and voting members of SEAC.

B. TERM OF MEMBERS:

- All new members shall be appointed for one, three year term.
- At the conclusion of a member's term, he/she may petition for another term per Article IV, Section A.

C. DUTIES AND RESPONSIBILITIES:

- Formal (voting) membership requires individuals to complete a membership enrollment form indicating their commitment to participate in committee activities and attend meetings on a regular basis.
- In order to comment publicly on rules, regulations, and special education issues, members shall either volunteer or be appointed by the Chairperson and the Assistant Chairperson to state, local, and other subcommittees.

D. TERMINATION OF MEMBERSHIP:

• Causes for removal shall be for failure to carry out those responsibilities assumed by acceptance on the committee.

• SEAC, by a two-thirds vote, may request the resignation of, or remove a member upon committee recommendation, if there is just cause.

E. ATTENDANCE:

 Failure of a member to attend three meetings of the committee without prior notice to the Chairperson will result in removal from the committee.

F. RESIGNATION:

 Any member may resign by filing a written resignation with the Cranston Special Education Advisory Committee.

G. VACANCY:

Any vacancy on the Cranston Special Education Advisory
 Committee shall be filled as in the process stated in Article IV,
 Section A.

H. ALTERNATE PARENT MEMBERSHIP:

- Parents/guardians may apply for special circumstance delegate/alternate membership and will also be selected by parents of children with disabilities.
- Each delegate, or in their absence, their alternate, shall be entitled to one vote and shall cast that vote on each matter submitted to a vote of SEAC.
- Each delegate/alternate team is considered to be one member of SEAC.

ARTICLE V: VOTING RIGHTS

- Each member shall be entitled to one vote and may cast that vote on each matter submitted to a vote of the committee.
- Proxy voting and absentee ballots shall not be permitted.
- Attendees will not have voting rights.

VOTING PROCEDURES

- Voting will be done by ballot for election of officers.
- Votes required for resolving issues arising at committee meetings will be done by majority hand count.

QUORUM

• All decisions of the committee shall be valid unless a majority of the members of the committee appointed and holding office concur therein by their votes.

DUTIES AND RESPONSIBILITES OF THE LOCAL AGENCY

- The local agency shall provide support to the committee by contracting for technical assistance services with the Rhode Island designated Parent Training and Technical Assistance Agency or other community-based non-profit parent organization
- Such technical assistance shall include the role of advisory committees in advocating for children, state and federal regulations, community resources, strategic planning and development of an annual report to the school committee.
- The local education agency shall also provide school and district improvement plans to the committee for comment and make available appropriate records and data as permitted by law.

- The public agency shall also support the committee in disseminating information to parents of students regarding the role of the advisory committee, information pertaining to special education and inform the committee of professional development opportunities that are available within the LEA.
- The Executive Director of Pupil Personnel Services shall be the local educational agency (LEA) contact person or their assigned designee (unless otherwise specified by the school committee). This individual shall work proactively and collaboratively in partnership with the SEAC members
- The LEA contact shall be the contact between SEAC and Cranston School Department Administration and shall be the link for any individual concerns of parents.

PARENT NOTIFICATION OF LOCAL ADVISORY COMMITTEE

- When a child is referred to special education, each school district special education program shall provide the parents with notification of the existence of local advisory committee for Special Education established in compliance with these regulations.
- The notification shall specify that a majority of the local advisory committee is parents of children with disabilities, and shall inform the parents of how the local advisory committee may be contacted.

ARTICLE VI: REVIEW OF BY-LAWS

 By-laws will be reviewed when necessary by the Officers of SEAC to ensure that the by-laws align with the State of Rhode Island Regulations for Elementary and Secondary Education.

AMENDMENTS TO BY-LAWS

- In the event that amendments are needed to the by-laws, then a sub-committee will be formed.
- The by-law subcommittee will be responsible for the review and revision of the by-laws as well as presenting the revised by-laws to SEAC for review.
- The SEAC bylaws/amendments shall be provided to the Director of Pupil Personnel Services who shall then review and recommend revisions if necessary.
- The Executive Director of Pupil Personnel Services shall present the by-laws to the School Committee for approval.

ARTICLE VII: APPROVAL OF BY-LAWS

These by-laws and any subsequent amendment thereto shall become effective upon approval by the School Committee.

• The school committee by majority vote shall approve the by-laws of the advisory committee.

APPROVED:	
	DATE_

CRANSTON SCHOOL COMMITTEE CHAIRMAN

APPROVED:	
	DATE_
	

CRANSTON SCHOOL COMMITTEE VICE-CHAIRMAN

POLICY AMENDED: May 21, 2012 CRANSTON PUBLIC SCHOOLS

RESOLUTION NO.: 12-5-33 CRANSTON, RHODE ISLAND

** **;

STATE OF RHODE ISLAND

Department of Elementary and Secondary Education SAFE SCHOOL ACT STATEWIDE BULLYING POLICY

Effective: June 30, 2012

RHODE ISLAND STATEWIDE BULLYING POLICY INTRODUCTION

This Statewide Bullying Policy is promulgated pursuant to the authority set forth in §16‐21‐34 of the General Laws of Rhode Island. Known as the Safe School Act, the statute recognizes that the bullying of a student creates a climate of fear and disrespect that can seriously impair the student's health and negatively affect learning. Bullying undermines the safe learning environment that students need to achieve their full potential. The purpose of the Policy is to ensure a consistent and unified statewide approach to the prohibition of bullying at school.

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1. DEFINITIONS

BULLYING means the use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any

combination thereof directed at a student that:

- a. Causes physical or emotional harm to the student or damage to the student's property;
- b. Places the student in reasonable fear of harm to himself/herself or of damage to his/her property;
- c. Creates an intimidating, threatening, hostile, or abusive educational environment for the student;
- d. Infringes on the rights of the student to participate in school activities; or
- e. Materially and substantially disrupts the education process or the orderly operation of a school.

The expression, physical act or gesture may include, but is not limited to, an incident or incidents that may be reasonably perceived as being motivated by characteristics such as:

Race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression or mental, physical, or sensory disability, intellectual ability or by any other distinguishing characteristic. Bullying most often occurs as repeated behavior and single often incident the is not between a bullying/cyber‐bullying offender(s) and the bullying victim(s). CYBER‐BULLYING means bullying through the use of technology or any electronic communication, which shall include, but not be limited to, any transfer of signs, signals, writing, images, sounds, data, texting or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or

photo optical system, including, but not limited to, electronic mail, Internet communications, instant messages or facsimile communications.

Forms of cyber‐ bullying may include but are not limited to:

- a. The creation of a web page or blog in which the creator assumes the identity of another person;
- b. The knowing impersonation of another person as the author of posted content or messages; or
- c. The distribution by electronic means of a communication to more than one person or the posting of materials on an electronic medium that may be accessed by one or more persons, if the creation, impersonation, or distribution results in any of the conditions enumerated in clauses (a) to (e) of the definition of bullying.

AT SCHOOL means:

- a. on school premises,
- b. at any school‐sponsored activity or event whether or not it is held on school premises,
- c. on a school‐transportation vehicle,
- d. at an official school bus stop,
- e. using property or equipment provided by the school, or
- f. acts which create a material and substantial disruption of the education process or the orderly operation of the school.

2. SCHOOL CLIMATE

Bullying, cyber‐bullying, and retaliation against any person

associated with a report of bullying or the investigation thereof is prohibited in all schools that are approved for the purpose of the statute (§§16‐19‐1 compulsory attendance and 16‐19‐2). School staff shall take all reasonable measures to prevent bullying at school. Such measures may include prevention activities, professional development and parental workshops, and student assemblies among other strategies. School faculty, administration and staff, at all times, will model courteous behavior to each other, to students, and to school visitors. Abusive or humiliating language or demeanor will not be accepted. Additionally, students and their families are expected to exhibit courteous behavior to all members of the learning community in school and at school sponsored events.

3. POLICY OVERSIGHT and RESPONSIBILITY

The school principal, director, or head of school shall be responsible for the implementation and oversight of this bullying policy.

The school principal, director, or head of school shall provide the superintendent, school committee and/or school governing board with a summary report of incidents, responses, and any other bullying‐related issues at least twice annually.

For public schools, the prevention of bullying shall be part of the school district strategic plan (§ 16‐7.1‐2(e)) and school safety plan (§16‐21‐24).

4. INFORMATION DISSEMINATION

The school principal, director or head of school shall ensure that students, staff, volunteers, and parents/legal guardians are provided information regarding this Policy. This information shall include methods of discouraging and preventing this type of behavior, the procedure to file a complaint, and the disciplinary action that may be taken against those who commit acts in violation of this policy. This policy shall be:

- a. Distributed annually to students, staff, volunteers, and parents/legal guardians
- b. Included in student codes of conduct, disciplinary policies, and student handbooks
- c. A prominently posted link on the home page of the school /district website

5. REPORTING

The school principal, director or head of school shall establish, and prominently publicize to students, staff, volunteers, and parents/guardians, how a report of bullying may be filed and how this report will be acted upon (See attached sample Report Form).

The victim of bullying, anyone who witnesses an incidence of bullying, and anyone who has credible information that an act of bullying has taken place may file a report of bullying.

Any student or staff member who believes he/she is being bullied should immediately report such circumstances to an appropriate staff member, teacher or administrator.

Parents / Guardians of the victim of bullying and parents/ guardians of the alleged perpetrator of the bullying shall be notified within twenty‐four (24) hours of the incident report. When there is a

reasonable suspicion that a child is either a bully or a victim of bullying, the parents/ guardians of the child will be notified immediately by the principal, director or head of school.

Responsibility of Staff: School staff, including volunteers, who observe an act of bullying or who have reasonable grounds to believe that bullying is taking place must report the bullying to school authorities. Failure to do so may result in disciplinary action.

Responsibility of Students: Students who observe an act of bullying or who have reasonable grounds to believe that bullying is taking place must report the bullying to school authorities. Failure to do so may result in disciplinary action. The victim of bullying, however, shall not be subject to discipline for failing to report the bullying. Student reports of bullying or retaliation may be made anonymously, provided, however, that no disciplinary action shall be taken against a student solely on the basis of an anonymous report.

Prohibition against Retaliation: Retaliation or threats of retaliation in any form designed to intimidate the victim of bullying, those who are witnesses to bullying, or those investigating an incident of bullying shall not be tolerated. Retaliation or threat of retaliation will result in the imposition of discipline in accordance with the school behavior code.

False Reporting/Accusations: A school employee, school volunteer or student who knowingly makes a false accusation of bullying or retaliation shall be disciplined in accordance with the school behavior code.

Reports in Good Faith: A school employee, school volunteer, student,

parent/ legal guardian, or caregiver who promptly reports, in good faith, an act of bullying to the appropriate school official designated in the school's policy shall be immune from a cause of action for damages arising from reporting bullying.

6. INVESTIGATION/RESPONSE

The school principal, director or head of school shall promptly investigate all allegations of bullying, harassment, or intimidation. If the allegation is found to be credible, appropriate disciplinary actions, subject to applicable due process requirements, will be imposed. The School Resource Officer or other qualified staff may be utilized to mediate bullying situations.

The investigation will include an assessment by the school psychologist and/or social worker of what effect the bullying, harassment or intimidation has had on the victim. A student who engages in continuous and/or serious acts of bullying will also be referred to the school psychologist and/or social worker.

Police Notification: Immediate notification of the local law enforcement agency will be made when circumstances warrant the pursuit of criminal charges against the perpetrator.

Protection: If a student is the victim of serious or persistent bullying:

- a. The school principal, director or head of school will intervene immediately to provide the student with a safe educational environment.
- b. The interventions will be developed, if possible, with input from the student, his or her parent/ guardian, and staff.
- c. The parents/ guardians of a victim shall also be notified of the

action taken to prevent any further acts of bullying or retaliation.

7. DISCIPLINARY ACTION

The disciplinary actions for violations of the bullying policy shall be determined by the school/district appropriate authority. Disciplinary actions for violations of the bullying policy shall balance the need for accountability with the need to teach appropriate behavior. The severity of the disciplinary action shall be aligned to the severity of the bullying behavior.

The range of disciplinary actions that may be taken against a perpetrator for bullying, cyberbullying or retaliation shall include, but not be limited to:

- a. Admonitions and warnings
- b. Parental/ Guardian notification and meetings
- c. Detention
- d. In‐school suspension
- e. Loss of school‐provided transportation or loss of student parking pass
- f. Loss of the opportunity to participate in extracurricular activities
- g. Loss of the opportunity to participate in school social activities
- h. Loss of the opportunity to participate in graduation exercises or middle school promotional

activities

- i. Police contact
- j. School suspension: No student shall be suspended from school unless it is deemed to be a

necessary consequence of the violation of this Policy.

8.SOCIAL SERVICES/COUNSELING

Referral to appropriate counseling and/or social services currently being offered by schools or communities shall be provided for bullying victims, perpetrators and appropriate family members of said students.

9. SOCIAL NETWORKING

Students shall be prohibited from accessing social networking sites in school, except for educational or instructional purposes and with the prior approval from school administration.

10. OTHER REDRESS

This section does not prevent a victim of bullying, cyber‐bullying or retaliation from seeking redress under any other available law, either civil or criminal. This section does not create or alter any tort liability.

11. ADOPTION OF POLICY

REPORT FORM (SAMPLE)

The governing bodies of all schools approved for the purpose of §§16‐19‐1 and 16‐19‐2 shall adopt this Policy by June 30, 2012.

KEI OKI I OKIII (OA	···· LL)		
(Bullying and/or Cyl	berbullying)		
Name:		Student	ID:
	Grade:		
Date:	Time:	School	
		Please answe	er the

following questions about this reporting incident: List the name of the alleged bully, and/or cyberbully. If name is not known, provide any other identifiable information: Relationship between you and the alleged bully, and/or cyberbully: Describe the incident: happen? When where did and it Were there any witnesses? [] yes [] no If yes, who? Other information, including previous incidents or threats: Student or parent declines to complete this form: Initial: Date: I certify that all statements made in the complaint are true and complete. Any intentional false statement of fact will subject me to appropriate discipline. I authorize school officials to disclose the information I provide only as necessary in pursuing the investigation. Signatures: Student: Date:

receiving

complaint:

Date:

official

School

School official conducting follow‐up:

_____Date: ____

This document shall remain confidential

First Reading: May 21, 2012

Cranston Public Schools 

TECHNOLOGY ACCEPTABLE USE POLICY Policy 6161.2

This policy's intent is to ensure appropriate educational access to computers, the CPS Network of computers, and the Internet.

Students found in violation of the Technology Acceptable Use Policy will be referred to the building principal or appropriate administrator and the parent or guardian will be notified. The building administrators will have the right and responsibility to exercise judgment in all technology use violations, including those that may not have been specifically outlined in the acceptable use policy. Consequences may include suspension of computer privileges, notification of police, and suspension from school and/or recommendation for exclusion from school for up to one calendar year.

Educational Purpose

1. The Cranston Public Schools Network (CPSnet) has been established for an educational purpose to support and enhance the curriculum. For the purpose of this policy, the term CPSnet shall

include Cranston Public Schools computers, local area networks (LANs), wide area networks (WANs), wireless networks (Wi-Fi), and access to the Internet through CPSnet or other Internet Service Providers.

- 2. The CPSnet has not been established as a public access service or a public forum. Cranston Public Schools has the right to place restrictions on the material accessed or posted through the system. Users, including faculty, staff, students, and others granted access shall agree to follow the rules set forth in the Cranston Public Schools Disciplinary Procedure Handbook.
- 3. The CPSnet shall not be used for private commercial purposes. This means offering, providing or purchasing products or services for non-school related usage.
- 4. Political lobbying is not allowed through the CPSnet.

Student Internet Access

- 1. Students will have access to the CPSnet information resources through their classrooms, library, or school computer labs.
- 2. Student users and their parent(s)/guardian(s) must sign the "Technology Acceptable Use Policy Agreement" portion of this handbook. Signatures are required in order for students to be granted access to the Internet. The parent(s)/guardian(s) can withdraw approval at any time.

Unacceptable Uses

1. Breech of Personal Safety

- a. Student users will not post personal contact information about themselves, their parent(s)/guardians or other people. Personal contact information includes (but is not restricted to) home address, telephone, school address, work address or parent information, etc.
- b. Student users will not meet in person with anyone met online.
- c. Student users will promptly disclose to a teacher or other school employee any message received that is inappropriate or makes them feel uncomfortable.

2. Illegal Activities

- a. Users will not attempt to gain unauthorized access to the CPS network or to any other computer system through the CPSnet or go beyond authorized access levels. This includes attempting to log in through another person's account or access another person's files. These actions are illegal, even if only for the purposes of "browsing."
- b. Users will not make deliberate attempts to disrupt the CPSnet or any other computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- c. Users will not use the CPSnet to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal activity, threatening the safety of a person and/or invading the privacy of individuals.

d. System Security

e. Under no conditions should a password be provided to another person. Users are responsible for their individual accounts and should take all reasonable precautions to prevent others from being able to use their accounts to protect their own liability.

- f. Users will immediately notify a teacher or a system administrator if a possible security problem has been identified.
- g. Users will avoid the spread of computer viruses by following the district virus protection procedures.

3. Inappropriate Language

- a. Users will not send, display or receive any public and/or private messages through the CPSnet that contain inappropriate language. This restriction also applies to material posted on school web pages.
- b. Users will not send, display or receive messages through the CPSnet that use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- c. Users will not send, display or receive information through the CPSnet that could cause damage or disruption.
- d. Users will not send, display or otherwise engage in personal attacks, including prejudicial or discriminatory attacks through the CPSnet.
- e. Users will not send, display or receive messages through the CPSnet that harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If asked to stop sending messages, the user must stop.
- f. Users will not send, display or receive false or defamatory information about a person or organization through the CPSnet.
- g. Users will not send, display or receive anonymous messages using pseudonym signatures through the CPSnet.

- 4. Respect for Privacy
- a. Users will respect the privacy of confidential messages and will not repost those messages without the permission of the person who sent the message.
- b. Users will not post private information about another person or organization.

5. Respect for Resource Limits

- a. Users will utilize the system only for educational activities and limited, high quality self-discovery activities. Faculty will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the Cranston Public Schools curriculum. All students will be informed by faculty of their rights and responsibilities as users of the CPSnetwork prior to gaining access to that network, either as an individual user or as a member of a class or group.
- b. Student users will not download any file without the expressed permission of the instructor.
- c. Users will not post chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.
- d. All users will check their e-mail frequently and delete unwanted messages promptly.

- 6. Plagiarism and Copyright Infringement
- a. Users will provide proper citation for information gathered from CD-ROMs, through the CPSnet, or on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours.
- b. Users will respect the rights of copyright owners. Copyright infringement occurs when a user inappropriately reproduces a work that is protected by a copyright. A work includes: text, graphics, photos, sounds, music, animation, video and software programs. If a work contains language that specifies appropriate use of that work, users should follow the expressed requirements. If unsure whether or not a work may be used, permission from the copyright owner must be requested.

7. Inappropriate Access to Material

- a. Receiving or inputting pornographic materials, promoting violence, engaging in racial, gender or other defamatory slurs or for personal attacks on others through the CPSnet is strictly prohibited.
- b. Receiving or transmitting information throughout the CPSnet pertaining to dangerous instruments such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices is prohibited.
- c. The CPSnet does not permit the use of chatrooms.

Individual Rights

1. Search and Seizure

- a. Network administrators may review files and communications to maintain system integrity and to ensure that users are utilizing the CPSnet responsibly. Users should not expect that files stored on district servers or computers will be private.
- b. An individual search will be conducted if there is reasonable suspicion that a user has violated this policy.

2. Due Process

- a. The Cranston Public Schools will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the CPSnet.
- b. In the event there is a claim that a user has violated this policy, the user will be notified of the suspected violation. An opportunity to present an explanation will be provided.

Limitation of Liability

- 1. The Cranston Public Schools makes no guarantee that the functions or the services provided by or through the CPSnet will be error-free or without defect.
- 2. The Cranston Public Schools will not be responsible for any damage suffered, including but not limited to, loss of data or interruptions of service.
- 3. The Cranston Public Schools is not responsible for the accuracy or quality of the information obtained through or stored on the CPSnet.
- 4. The Cranston Public Schools will not be responsible for financial obligations arising through the unauthorized use of the CPSnet

system.

Policy 6161.2 Amended

Internet Safety

- 1. The Cranston Public Schools will provide age-appropriate training for students who use the Cranston Public Schools Internet facilities. The training provided will be designed to promote the district's commitment to:
- a. The standards and acceptable use of Internet services as set forth in the Cranston Public Schools Internet Safety Policy
- b. Student safety with regard to safety on the Internet
- c. Appropriate behavior while on online, on social networking Web sites, and in chat rooms
- d. Cyberbullying awareness and response.
- 2. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA") in the Cranston Public Schools is achieved with the assistance of M86 web filtering hosted by RINET. This utility allows the district to block access to inappropriate content. The following is a guideline to the filtering that has been configured through the R3000 interface.

High School Category Blocks

- o Adult Content
- o Child Pornography

- o Pornography
- o Games

Middle School Category Blocks

- o Adult Content
- o Child Pornography
- o Pornography
- o "R" Rated
- o Games

Elementary School Category Blocks

- o Adult Content
- o Child Pornography
- o Pornography
- o "R" Rated
- o Obscene/Tasteless
- o Games

Cranston District wide Custom Blocks

- o Facebook
- o Myspace
- o YouTube (able to access safe videos through VuSafe)

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

It is a privilege, not a right, to use the CPSnet and the information resources found on the network and on the Internet.

PARENT SIGNATURE PAGE

Parent(s)/Guardian(s) and students must sign both the

	1	
this form to school TO: The Principa		
FROM:	Student's	Name:
Student's	Homeroom:	Date:
·	iscussed, and understand tl	
SECONDARY SO	CHOOLS.	CRANSTON FUBLIC
SECONDARY SO Student's Signat Signature		Parent(s)'/Guardian(s)'

"DISCIPLINARY PROCEDURES" AND the

"TECHNOLOGY

user of the Cranston Public Schools' CPSnetwork, agree to follow the rules of the Technology Acceptable Use Policy.

PARENT(S)/GUARDIAN(S)

Parent/Guardian Initials: _____

Parent/Guardian

As the parent(s)/guardian(s) of the minor student signing above, I have read the "Technology Acceptable Use Policy" and agree to promote this policy with my son/daughter. Having read the policy, I grant permission for my son/daughter to access networked computer services such as electronic mail and the Internet.

Signature:

•	
Date:	
Once properly completed, this agreement page should be remove	€d
from the booklet and returned to the student's homeroom teach	er
before the completion of the first week of school. Non-compliance w	ill
result in disciplinary action.	
PERMISSION TO APPEAR IN PUBLICATIONS	
As the parent/guardian of the minor student signing above,	
CHECK ONE: Ido agree Ido not agree to allow my child to be	эe
photographed and/or identified in print or electronic publication a	3S
those photographs pertain to the promotion of school functions.	

First Reading –May 21, 2012
Policy 6161.2 Amended
Cranston Public Schools

Administrator's Compensation Schedule

Fiscal Year 2012-2013

13,621 96 0 1403

NAME POSITION SCHOOL ANN SALARY
HEALTH DENTAL LIFE PENSION SURV
BEN OASDI MEDICARE TOTAL Fringe Sal & Fringe

Barbieri, Thomas Principal West 105,894.00 0 0 33 14,910 96 0 1535 16,574 122,468 Basile, Beth Ann El. Principal Dutemple 87,032.00 16810 1105 33 12,254 96 0 1262 31,560 118,592 Cole, Norma El. Principal Shill 101,452.00 16810 1105 33 14,284 96 0 1471 33,799 135,251 Coogan, Cheryl Exec. Director Briggs 102,630.00 16810 1105 33 14,450 96 0 1488 33,982 136,612 Rotz, Joseph MS Principal Pview 101,983.00 0 0 33 14,359 15,967 96 0 1479 117,950 Simpson, Michele SE Administrator ECC 96,529.00 16810 1105 33 13,591 96 0 1400 33,035 129,564

Ward, Kristin ESL Administrator Horton 96,739.00 16810 1105 33

129,807

33,068

Administrator's Compensation Schedule

Fiscal Year 2013-2014

NAME POSITION SCHOOL ANN SALARY

HEALTH DENTAL LIFE PENSION SURV

BEN OASDI MEDICARE TOTAL Fringe Sal & Fringe

Barbieri, Thomas Principal West 105,894.00 0 0 33 15,810

96 0 1535 17,474 123,368

Basile, Beth Ann El. Principal Dutemple 87,032.00 18491 1182 33

12,994 96 0 1262 34,058 121,090

Cole, Norma El. Principal Shill 101,452.00 18491 1182 33 15,147

96 0 1471 36,420 137,872

Coogan, Cheryl Exec. Director Briggs 102,630.00 18491 1182 33

15,323 96 0 1488 36,613 139,243

Rotz, Joseph MS Principal Pview 101,983.00 0 0 33 15,226

96 0 1479 16,834 118,817

Simpson, Michele SE Administrator ECC 96,529.00 18491 1182 33

14,412 96 0 1400 35,613 132,142

Ward, Kristin ESL Administrator Horton 96,739.00 18491 1182 33

14,443 96 0 1403 35,648 132,387

Administrator's Compensation Schedule

Fiscal Year 2014-2015

NAME POSITION SCHOOL ANN

SALARY HEALTH DENTAL LIFE PENSION SURV

BEN OASDI MEDICARE TOTAL Fringe Sal & Fringe

Barbieri, Thomas Principal West 105,894.00 0 0 33 16,710 96 0 1535 18,374.54 124,269 Basile, Beth Ann El. Principal Dutemple 87,032.00 20340 1300 33 13,734 96 0 1262 36,764.61 123,797 Cole, Norma El. Principal Shill 101,452.00 20340 1300 33 16,009 96 0 1471 39,249.18 140,701 Coogan, Cheryl Exec. Director Briggs 102,630.00 20340 1300 0 16,195 96 0 1488 39,419.15 142,049 Rotz, Joseph MS Principal Pview 101,983.00 0 0 33 16,093 96 0 1479 17,700.67 119,684 Simpson, Michele SE Administrator ECC 96,529.00 20340 1300 33 15,232 96 0 1400 38,400.95 134,930

Ward, Kristin ESL Administrator Horton 96,739.00 20340 1300 0

15,265 96 0 1403 38,404.13 135,143